

DRAFT
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
SPECIAL BOARD AND EXECUTIVE AND FINANCE COMMITTEE MEETING
MINUTES
MONDAY, JANUARY 28, 2013
SAN DIEGO INTERNATIONAL AIRPORT
BOARD ROOM

CALL TO ORDER:

Chair Gleason called the Special Board and Regular Executive and Finance Committee meeting to order at 9:02 a.m., Monday, January 28, 2013, in the Board Room of the San Diego International Airport, Commuter Terminal, 3225 N. Harbor Drive, San Diego, CA 92101.

PLEDGE OF ALLEGIANCE: Board Member Hubbs led the Pledge of Allegiance.

ROLL CALL:

Board

Present: Board Members: Boland, Cox, Gleason, Hubbs, Panknin, Robinson, Smisek

Absent: Board Members: Berman (Ex Officio), Desmond, Reyes (Ex Officio)

Executive Committee

Present: Committee Members: Cox, Gleason, Panknin

Absent: Committee Members: None

Finance Committee

Present: Committee Members: Cox, Robinson, Smisek

Absent: Committee Members: Desmond

Also Present: Thella F. Bowens, President/CEO; Breton K. Lobner, General Counsel; Tony R. Russell, Director, Corporate Services/Authority Clerk, Lorraine Bennett, Assistant Authority Clerk II

Committee Member Panknin arrived during the course of the meeting.

NON-AGENDA PUBLIC COMMENT - None.

NEW BUSINESS

1. APPROVAL OF MINUTES:

RECOMMENDATION: Approve the minutes of the December 20, 2012, special meeting.

ACTION: Moved by Board Member Cox and seconded by Board Member Gleason to approve staff's recommendation. Motion carried unanimously, noting Board Member Panknin as ABSENT.

FINANCE COMMITTEE NEW BUSINESS

2. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE SIX MONTHS ENDED DECEMBER 31, 2012:

Vernon Evans, Vice President, Finance/Treasurer and Kathy Kiefer, Director, Accounting, provided a presentation on the Unaudited Financial Statements for the Six Months Ended December 31, 2012, which included Enplanements, Gross Landing Weight Units, Car Rental License Fees, Parking Revenue, Operating Revenues for the Month Ended December 31, 2012, Financial Summary for the Month Ended December 31, 2012, Non-Operating Revenues and Expenses for the Month Ended December 31, 2012, Monthly Operating Revenue, Fiscal Year 2013, and Balance Sheets.

RECOMMENDATION: Forward to the Board for approval.

3. REVIEW OF THE AUTHORITY'S INVESTMENT REPORT AS OF DECEMBER 31, 2012:

Scott Brickner, Director, Financial Planning and Budget, provided a presentation on the Authority's Investment Report as of December 31, 2012, which included Total Portfolio Summary, Portfolio Composition by Security Type, Portfolio Composition by Credit Rating, Portfolio Composition by Maturity Distribution, Benchmark Comparison, Details of Security Holdings, Portfolio Investment Transactions, Bond Proceeds Summary, and Bond Proceeds Investment Transactions

RECOMMENDATION: Forward to the Board for approval.

ACTION: Moved by Board Member Robinson and seconded by Board Member Smisek to approve staff's recommendation for Items 2 and 3. Motion carried unanimously, noting Board Member Desmond as ABSENT.

Vernon Evans, Vice President, Finance/Treasurer, also provided a presentation on the Series 2013 Bond Sale, which included the 2013 Bond Issuance Process, Successful Rating Strategy, Investor Outreach, and 2013 Bond Deal Structure. He stated that as a result, the Airport Authority was able to secure a significantly low all-in borrowing cost at 3.92%.

EXECUTIVE COMMITTEE NEW BUSINESS

4. PRE-APPROVAL OF TRAVEL REQUESTS AND APPROVAL OF BUSINESS AND TRAVEL EXPENSE REIMBURSEMENT REQUESTS FOR BOARD MEMBERS, THE PRESIDENT/CEO, THE CHIEF AUDITOR AND GENERAL COUNSEL:

RECOMMENDATION: Pre-approve travel requests and approve business and travel expense reimbursement requests.

ACTION: Moved by Board Member Cox and seconded by Board Member Panknin to approve staff's recommendation. Motion carried unanimously.

REVIEW OF FUTURE AGENDAS

5. REVIEW OF THE DRAFT AGENDA FOR THE FEBRUARY 14, 2013, SPECIAL BOARD MEETING:

Thella F. Bowens, President/CEO, provided an overview of the draft agenda for the February 14, 2013 Special Board Meeting.

6. REVIEW OF THE DRAFT AGENDA FOR THE FEBRUARY 14, 2013, SPECIAL AIRPORT LAND USE COMMISSION MEETING:

Thella F. Bowens, President/CEO, provided an overview of the draft agenda for the February 14, 2013 Special Airport Land Use Commission Meeting.

ACTION: Moved by Board Member Cox and seconded by Board Member Panknin to approve Items 5 and 6. Motion carried unanimously.

COMMITTEE MEMBER COMMENTS

Chair Gleason recognized and thanked Board Member Panknin for his service on the Authority Board.

BOARD BUSINESS

CLOSED SESSION: The Board recessed into Closed Session at 9:36 a.m. to discuss Item 7.

7. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:
Initiation of litigation pursuant to subdivision (c) of §54956.9: (1 case)

REPORT ON CLOSED SESSION: The Board reconvened at 10:03 a.m. Chair Gleason reported that the Board provided direction to staff and there was no other reportable action.

ADJOURNMENT

The meeting was adjourned at 10:04 a.m. The next meeting of the Executive and Finance Committee will be held on Monday, February 25, 2013, at 9:00 a.m. in the Board Room at the San Diego International Airport, Commuter Terminal, 3225 N. Harbor Drive, San Diego, CA 92101.

APPROVED BY A MOTION OF THE EXECUTIVE COMMITTEE OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY THIS 25th DAY OF FEBRUARY, 2013.

TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL